



M. Jodi Rell  
Governor

**State of Connecticut  
Department of Developmental Services**



Peter H. O'Meara  
Commissioner

Kathryn du Pree  
Deputy Commissioner

December 1, 2010

Effective January 1, 2011 all Revolving Loan Fund payments must be sent to the following address:

**DDS North Region  
Attn: Business Office-A/R Dept.  
155 Founders Plaza  
255 Pitkin Street  
East Hartford, CT 06108**

Please update your records and mail all loan payments to this new mailing address. As new loan repayment coupon books are ordered the loan remittance address will be updated.

In addition, effective January 1, 2011 the Revolving Loan Fund will be administered by Peggy Boyajian an Associate Accountant at the Department's Central Office. Please make inquiries regarding the Revolving Loan Fund directly to Peggy. Her contact information is:

**Peggy Boyajian  
Associate Accountant  
Department of Developmental Services  
460 Capital Avenue  
Hartford, CT 06106**

**Telephone # 860-418-8714  
Email Address [peggy.boyajian@ct.gov](mailto:peggy.boyajian@ct.gov)**

Additionally, each year DDS receives loan balance confirmation letters from CPAs that are performing the end of the year audits of private agency financial statements. Effective January 1, 2011 loan confirmation letters should be sent to:

**DDS North Region  
Attn: Business Office-A/R Dept.  
155 Founders Plaza  
255 Pitkin Street  
East Hartford, CT 06108**

Please notify the CPA firm that conducts the annual audit to mail loan confirmation letters to the above address. Additionally, CPA firms must provide the loan information that they are requesting confirmation. Confirmation letters will not be processed by the Department if that information is not provided.